Fort Worth ISD
220905

PURCHASING AND ACQUISITION CH (LOCAL)

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CH(LOCAL)-X

Any party who believes they are aggrieved in connection with a
procurement action may protest to the chief financial officer or de-
signee. The protest shall be submitted in writing within five busi-
ness days after the facts or occurrence giving rise to the complaint.

In the event of a timely protest, the responsible office shall not pro-ceed further with the procurement unless the chief financial officer or designee makes a determination that the award of the contract is necessary to protect substantial interests of the District.

The chief financial officer or designee shall convene a hearing committee of at least three administrators to review the protest.

The chief financial officer or designee shall promptly issue a deter-mination relating to the protest. The determination shall:

1. State the reasons for the action taken, if any; and

2. Inform the protesting party of the right to appeal the determi-